



Human Service and Community Vitality

15832 N. Hollyhock Street

Surprise, Arizona 85378

Ph: 623.222.1550

Fax: 623.222.3001

TTY: 623.222.1002

City of Surprise Paint Program

Currently, the City of Surprise is distributing funds to homeowners and/or renters (owner's permission required) to beautify the exterior of their homes to include accessory structures and fences. The Paint Program provides funds to purchase paint and supplies to qualifying residents who live in Surprise, Arizona who intend to paint the entire exterior of their home, accessory structure or fence. Paint provided by the City of Surprise is only to help supplement the project, used in conjunction of homeowner sweat equity/supplies and should not solely be relied upon to paint the entire exterior.

Applicants must:

- live in Surprise, AZ.
- reside in the property to be painted
- income qualify

All labor is the responsibility of the homeowner. The house must be prepared for painting before a gift card can be issued. City staff will perform an onsite inspection of the property in order to take before and after photos.

The total cost of the paint and paint supplies cannot exceed \$150. If project is not completed within 45 days and/or a receipt of the purchase is not provided to City staff showing only paint and paint supplies were purchased with the gift card, the homeowner and tenant will be required to return the amount of the total value of the gift card within 15 days to the City of Surprise.

The City of Surprise Paint Program is only available for a limited time and will no longer be accepting applications after June 30, 2015. Gift cards are limited and are on a first come first serve basis.

Signature

Date

Please mail or hand-deliver your completed application and supporting documents to: Community Development, Neighborhood Services Division, 15832 N Hollyhock Street, Surprise, Arizona 85378. For questions, call (623) 222-1550. *Esta información está disponible en español. Llame (623) 222-1550 para pedir una copia en español.* This material is available in Braille, large print, or diskette. Contact ADA Liaison, Community Development Department, Neighborhood Services Division, (623) 222-1550 Voice, (623) 222-1002 TTY.

Paint Program Application

Applicant Information			
Full name			
Home Address			
City	State	Zip	Yrs. at address
Home phone #		Work phone #	

GROSS HOUSEHOLD MONTHLY INCOME (before taxes)	Applicant
Wages, salary, tips, SSI, etc.	\$

Please list all occupants of the home other than yourself(ves):

Name	Male or Female	Disabled? Yes/No

Income Limits →	120% Median Income
Household Size ↓	
1 person	\$53,760
2 people	\$61,440
3 people	\$69,120
4 people	\$76,800
5 people	\$83,040
6 people	\$89,160
7 people	\$95,280
8 people	\$101,400

INCOME ELIGIBILITY GUIDELINES (Effective 7/25/2014)

PLEASE ATTACH THE FOLLOWING DOCUMENTS:

___ Copy of mortgage or deed or similar documents

___ Bank statements for the last two months/copy of last 2 pay stubs

___ Copy of benefit letter from SS, SSI or TANF (if applicable)

___ Copy of Drivers License or State Issued I.D. card for each adult member of the home

1. Are you head of household? ☐ Yes ☐ No

2. Do you own the property listed on this application and occupy it as your primary residence? ☐ Yes ☐ No

3. Are you employed by the City of Surprise? ☐ Yes ☐ No If yes, department and title _____ Date hired _____

4. Do you have any relatives employed by the City of Surprise? ☐ Yes ☐ No If yes, name and relationship _____

5. Are you affiliated in any way (employee, agent, consultant, officer, appointed or elected official, contractor, etc.) with any agency that receives Paint Program funds? ☐ Yes ☐ No If yes, agency and title _____

What project will you be completing?

Signature

Date

GOVERNMENT BENEFIT FORM (Fill out one per each household member over 18)

FULL Name:	Last	First	Middle
Address (as shown on license or application):			
City, State and ZIP code			

Arizona Revised Statutes §§ 1-501, 1-502 & 41-1080 prevent a state/city agency from issuing any government benefit, federal state or locally funded or issuing a new or renewed license to an individual unless the individual has provided the agency with one of the forms of identification listed below.

To become or remain eligible for the benefit you are seeking, complete this form, staple a photocopy showing both sides of your identification to the back and return to the City. The City will not retain the identification once the form is approved.

Failure to complete and submit this form to the above cited address and/or the falsification of any information provided herein shall subject applicant to denial, cancellation, or revocation of the requested government benefit. Only provide **one** of the following forms of identification (mark an "X" next to the one you are submitting):

- ☐ 1. An Arizona drivers license issued after 1996 or an Arizona non-operating identification license.
- ☐ 2. A drivers license issued by a state that verifies lawful presence in the United States. (Licenses from HI, IL, ME, MD, NM, TX, UT, and WA are not acceptable).
- ☐ 3. A birth certificate or delayed birth certificate issued in any state, territory or possession of the United States.
- ☐ 4. A United States certificate of birth abroad.
- ☐ 5. A United States passport
- ☐ 6. A foreign passport with a United States visa.
- ☐ 7. An I-94 form with a photograph.
- ☐ 8. A United States citizenship and immigration services employment authorization document or refugee travel document.
- ☐ 9. A United States certificate of naturalization.
- ☐ 10. A United States certificate of citizenship.
- ☐ 11. A tribal certificate of Indian blood.
- ☐ 12. A tribal or bureau of Indian affairs affidavit of birth.

By my signature below, I hereby certify, under penalty of perjury that the copy of the document I am providing is a true and accurate copy of the original document and that I am legally authorized to be present in the United States.

SIGNATURE OF LICENSEE/APPLICANT

DATE



PROPERTY IMPROVEMENT LETTER OF PERMISSION

Date: _____

Tenant/Resident Name: _____

Street Address: _____

City: _____ Zip: _____

Community or Apartment Name: _____

Telephone#: _____ Alternate #: _____

As the Manager/Landlord/Homeowners Association Representative/Owner of the above-mentioned do authorize the tenant above to act on my behalf with respect to the acceptance of the paint and supplies under the City of Surprise Paint Program to be used to paint the exterior of the above mentioned address. I (we) and approve the modifications to the property (see description below).

MANAGEMENT/HOMEOWNERS ASSOCIATION/LANDLORD'S INFORMATION

Property name (if applicable): _____

Management/Homeowners Association Representative/Landlord's Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone#: _____ Alternate#: _____

Signature: _____ Date: _____

Title: _____

Modifications approved:





City of Surprise Paint Program Policy and Procedures

Purpose of Funds:

The purpose of the Paint Program funding is to assist with the purchase of paint and paint supplies to qualifying residents who live in Surprise, Arizona who intend to paint the entire exterior of their home, accessory structure, or fence. Paint provided by the City of Surprise is only to help supplement the project, used in conjunction with homeowner sweat equity/supplies and should not solely be relied upon to paint the entire painting project.

Program Guidelines:

Households must meet the following criteria in order to receive Surprise Paint Program funds:

Income Eligibility:

Each household cannot exceed 120% of Area Median income for Maricopa County as indicated in the chart below.

<i>Family Size</i>	1	2	3	4	5	6
120% AMI	\$53,760	\$61,440	\$69,120	\$76,800	\$83,040	\$89,160

Amount of Assistance:

Eligible applicants will receive a \$150 gift card from The Home Depot to **supplement** the cost of paint and/or paint supplies used for projects allowed under the program that are identified in the Purpose of Funds section of this application. The gift card amount is not intended to cover the entire cost of the painting project.

Eligibility Requirements:

All income eligible applicants must reside in the City of Surprise and the property they wish to paint. Tenants are permitted to apply, but must provide along with their application a Property Improvement Letter of Permission (PILP) signed by their landlord. The PILP will be provided to the applicant by City of Surprise staff.



Terms & Conditions:

All applicants who accept the Home Depot gift card must sign and agree to the following terms and conditions:

1. Permit the program coordinator access to the entire exterior of the home to take before and after photos of the painting project.
2. Utilize the gift card for only paint and paint supplies.
3. Provide a receipt after purchase from the Home Depot displaying paint and paint supplies were purchased.
4. Any amount of the gift card spent on non-paint and non-paint supplies will be refunded to the City within 15 days by the tenant and homeowner after final inspection date.
5. Any amount of the gift card not spent at all will be refunded/returned to the City within 15 days by the tenant and homeowner after final inspection.
6. Within 45 days of issuance of the gift card the entire painting project must be painted and ready for final inspection. If 45 days has exceeded and the work has not been completed, the entire amount of the gift card must be refunded to the City of Surprise by the tenant and homeowner within 15 days despite whether or not the paint and paint supplies have been utilized.



City of Surprise Paint Program Process

Thank you for your interest in the City of Surprise Paint Program. The City of Surprise Paint Program offers a unique opportunity for the City and residents to work together to beautify the community. Remember that maintenance to your home is not only desirable to the neighborhood but also the law! The length of time it takes to move through the process depends on a variety of factors: length of waitlist, funding availability, program eligibility, verification process, property selection, etc. This will outline the steps involved in the process of participating in the Surprise Paint program.

Step 1 – Waitlist

The City of Surprise is currently taking names to compile a waitlist. The waitlist is established to provide a systematic and fair process to individuals interested in participating in the program. The city will take names for the waitlist only for the current funding year which concludes on June 30, 2015. You must be on the waitlist in order to participate in the City of Surprise Paint Program. To get on the waitlist you can request your application to Jason.Hughes@surpriseaz.gov, or mail the information to the City of Surprise Human Service and Community Vitality -Neighborhood Services Division 15832 N. Hollyhock St, Surprise AZ 85378, or call 623.222.3239.

Step 2 –Application

You will need to fill this out completely and return to the City of Surprise Human Service and Community Vitality -Neighborhood Services Division 15832 N. Hollyhock St, Surprise AZ 85378. These forms will need to be returned in order to confirm your placement on the waitlist.

Step 3 – Approval

Upon receipt, review, inspection photos and approval of the application the program coordinator will schedule a one on one meeting to issue the gift card and have you sign a receipt acknowledging your acceptance of the gift card.

Step 4 – Final Inspection

Approximately 45 days after the completion of the painting the program coordinator will schedule an appointment with you to come take final photos and collect the Home Depot receipt verifying that only paint and paint supplies were purchased for the work. If the property has not been painted and/or the receipt does not indicate that paint and paint supplies were purchased you will have 15 days to issue a check to the City of Surprise located at 16000 N Civic Center Plaza Surprise, Arizona 85374 in the full amount of \$150.00.

